General Conversions

Review this document, sign below to acknowledge you understand it, then scan and email it to a conversion specialist with the Pre-Data Conversion Checklist before scheduling your final conversion.

What is Converted?

For a breakdown of all items converted for each software application, see Conversion List.

What is not Converted?

X-Rays: Open Dental is only capable of converting x-rays from certain software applications. If your practice does not already have an x-ray software that has a compatible bridge with the Open Dental application, then you will need to choose an x-ray software that has a compatible bridge (if you want it bridged with Open Dental). If your radiograph sensors are using a compatible TWAIN driver, then the Open Dental application can be used to take and store radiographs (as another option). See Sensor Compatibility for more information.

Open Dental can also bridge to a number of third-party x-ray software. For a list of digital imaging programs Open Dental bridges to, see Program Bridges.

Claims or Preauthorizations: Claims and preauthorizations are not normally converted. Staff must manually enter outstanding claims prior to billing in Open Dental.

Additional Information

Hygiene Appointments: After setting up providers and operatories, run the Update Provs on Future Appts tool on each operatory. This will update the provider and hygienist on future appointments to match the operatory's scheduled provider and hygienist.

Adjustment to Insurance Benefit: For each patient with insurance, add an adjustment to insurance used to reduce the benefit remaining amount (Adjustments to Insurance Benefits on the Edit Insurance Plan window).

Reports: Do not run reports in Open Dental for historical information. Run historical reports in the old software through the conversion date. Open Dental reports will accurately reflect information entered the day after the final conversion and forward.

By signing below, I acknowledge that I understand what data is / is not converted from my current software to Open Dental. I also understand my practice's responsibilities after the final conversion.

_____

Print Name, Job Title   Signature   Date

_____

Practice Name   Doctor Name   Phone #